



MIAMI BEACH

PERSONNEL BOARD MEETING

Friday, February 27, 2009

City Commission Chambers

MIAMI BEACH CITY HALL

A G E N D A

1. Introduction of New Employee Member – Glassome Wint
2. Approval of Minutes - December 19, 2008 Personnel Board Meeting
3. Review Nomination Forms for City Special Awards
4. Classified Performance Evaluations – Review past due performance evaluation reports for Classified and Unclassified Employees
5. Update on City's Classification and Compensation Study
6. New Business
 - March 2, 2009 City Commission Workshop



MIAMIBEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

PERSONNEL BOARD

MINUTES OF THE MEETING OF DECEMBER 19, 2008

Attending:

David Alschuler	Vice Chairperson
Michael Perlmutter	Associate Member
Zalman Bacheikov	Associate Member
Bunny Patchen	Associate Member
Evette Phillips	Employee Member
Renato Sejas	Employee Member
Ramiro Inguanzo	Secretary

Absent:

Elsa Urquiza	Chairperson
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ITEM 1 - Approval of minutes.

David Alschuler, Vice Chairperson convened the Personnel Board meeting at 9:08 a.m.

Upon motion by Michael Perlmutter, Associate Member, and seconded by Renato Sejas, Employee Member, the minutes of the October 17, 2008 Personnel Board meeting were approved.

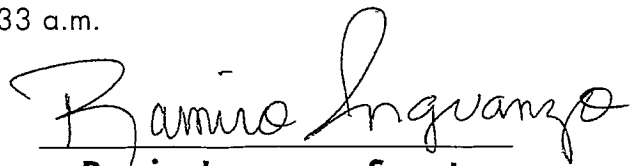
ITEM 2 - Discussion regarding City Awards.

Ramiro Inguanzo, Secretary shared with the Board members the process for this year's nominations for the City Special Awards. Nomination forms would be sent to employees with payroll early in January giving them until February 23, 2009 to submit nominations. The Board agreed to meet on February 27, 2009 to review nominations received. The ceremony will be taking place on March 26, 2009 in conjunction with the City's Birthday celebration.

ITEM 3 - Classified performance evaluations - the request from Personnel Board Members for Department Directors with more than 10% or with 10 or more past due performance evaluations to appear before the Board.

The Board continued to note improvements made throughout all City Departments on past due performance evaluations. David Alschuler, Vice Chairperson, recognized the continuing efforts made by all the departments

With all in favor, the meeting was adjourned at 9:33 a.m.


Ramiro Inguanzo, Secretary

02/18/2009 3:43 PM

City of Miami Beach *Classified* Performance Evaluations Status Report Comparison

February 2009 Statistics

Department	Total Past Due 60 days:	%age	Total Past Due 30 days:	%age	Total Current	%age	Total <i>Classified</i> Employees:
Building	1	2.08%	2	4.17%	45	93.75%	48
Budget & Perform. Improvement	0	NA	0	NA	0	NA	0
Capital Improvement Project	0	0.00%	0	0.00%	4	100.00%	4
City Attorney	0	NA	0	NA	0	NA	0
City Clerk	2	33.33%	0	0.00%	4	66.67%	6
City Manager	0	NA	0	NA	0	NA	0
Code Compliance	1	2.70%	0	0.00%	36	97.30%	37
Communications	0	N/A	0	N/A	0	N/A	0
Real Estate, Housing & Comm. Dev.	1	50.00%	0	0.00%	1	50.00%	2
Finance	0	0.00%	0	0.00%	8	100.00%	8
Fire	16	14.00%	12	4.29%	252	90.00%	280
Fleet Management	1	6.25%	0	0.00%	15	93.75%	16
Human Resources	0	0.00%	1	12.50%	7	87.50%	8
Information Technology	0	0.00%	0	0.00%	2	100.00%	2
Mayor & Commission	0	NA	0	NA	0	NA	0
Parking	1	1.08%	1	1.08%	91	97.85%	93
Parks & Recreation	14	5.71%	11	4.49%	220	89.80%	245
Planning	1	33.33%	0	0.00%	2	66.67%	3
Police	6	1.22%	7	1.42%	479	97.36%	492
Procurement	0	0.00%	0	0.00%	1	100.00%	1
Public Works	1	0.34%	3	1.03%	286	98.62%	290
Tourism & Cultural Development	1	25.00%	1	25.00%	2	50.00%	4
Total February 2009 Statistics	46	2.99%	38	2.47%	1455	94.54%	1539

Green=90% or Above

Yellow=10 Evals/10% or Above Overdue

City of Miami Beach Performance Evaluations Status Report Citywide Comparison

February 2009 Statistics

Department	Total Past Due 60 days:	%age	Total Past Due 30 days:	%age	Total Current	%age	Total Citywide Employees:
Building	1	1.54%	2	3.08%	62	95.38%	65
Budget & Perform. Improvement	3	20.00%	0	0.00%	12	80.00%	15
Capital Improvement Project	2	7.69%	1	3.85%	23	88.46%	26
City Attorney	18	90.00%	1	5.00%	1	5.00%	20
City Clerk	2	12.50%	0	0.00%	14	87.50%	16
City Manager	4	25.00%	1	6.25%	11	68.75%	16
Code Compliance	1	2.38%	0	0.00%	41	97.62%	42
Communications	1	20.00%	0	0.00%	4	80.00%	5
Real Estate, Housing & Comm. Dev.	5	23.81%	1	4.76%	15	71.43%	21
Finance	4	0.04%	1	2.86%	30	85.71%	35
Fire	17	5.72%	12	4.04%	268	90.24%	297
Fleet Management	2	10.00%	0	0.00%	18	90.00%	20
Human Resources	0	0.00%	2	9.52%	19	90.48%	21
Information Technology	4	9.30%	5	11.63%	34	79.07%	43
Mayor & Commission	0	0.00%	0	0.00%	12	100.00%	12
Parking	1	0.93%	2	1.85%	105	97.22%	108
Parks & Recreation	18	6.84%	13	4.94%	232	88.21%	263
Planning	8	33.33%	1	4.17%	15	62.50%	24
Police	6	1.15%	8	1.54%	506	97.31%	520
Procurement	2	22.22%	0	0.00%	7	77.78%	9
Public Works	2	0.62%	3	0.93%	318	98.45%	323
Tourism & Cultural Development	1	6.67%	1	6.67%	13	86.67%	15
Total February 2009 Statistics	102	5.32%	54	2.82%	1760	91.86%	1916